

ARIZONA BOARD OF APPRAISAL
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MINUTES
REGULAR BOARD MEETING
THURSDAY, MAY 21, 2009, 9:00 AM.

Board Members Present at Roll Call: Les Abrams, Victor Hartsfield, James Heaslet, Cynthia Henry, Myra Jefferson, Michael Marquess, Debbie Rudd. A quorum was present. Board Members Absent: None. Vacant Board Member Positions: Certified General Appraiser; Public.

Also Present at Roll Call: Debb Pearson, Executive Director; Rebecca Loar, Regulatory Compliance Administrator; Jeanne Galvin, Assistant Attorney General. Also Present after Roll Call: Christopher Munns, Assistant Attorney General, Solicitor General's Office.

Les Abrams acted as Chairperson. Les Abrams introduced James Heaslet, the newly-appointed Board member serving in the Licensed Residential Appraiser position. James Heaslet observed Board action and did not participate unless otherwise specifically noted.

The Board pledged allegiance to the flag of the United States of America.

APPROVAL OF MINUTES

Michael Marquess moved that the Minutes of the February 27, 2009, Phoenix Board Outreach Meeting be approved. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Victor Hartsfield abstained. Debbie Rudd moved that the Minutes of the March 27, 2009 Phoenix Board Outreach Meeting be approved. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion. Cynthia Henry abstained. Michael Marquess moved that the Minutes of the April 16, 2009, Regular Board Meeting be approved. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Les Abrams abstained.

PUBLIC ANNOUNCEMENTS AND CALL TO PUBLIC

None.

COMPLAINT REVIEW

Review and Action Concerning 2764, Raymond L. Ferrier.

Respondent appeared and was represented by Michael Orcutt, Esq. Staff summary was read. Debbie Rudd moved that Respondent be provided a copy of the investigative report concerning the subject appraisal and that Respondent be invited to an informal hearing. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2673, Calvin E. Walls/2674, Clinton E. Walls.

Respondents appeared. Debbie Rudd moved that the Board accept the investigative report. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Respondents be invited to an informal hearing. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that each Respondent be allowed an opportunity to examine the investigative report and that the informal hearing be held later in the day at the request of the Respondents. Each Respondent waived his informal hearing notice requirement. Respondents were sworn in, made statements to the Board and answered the Board's questions. Debbie Rudd moved that the Board find Level V violations and offer Respondent in 2673 a Consent Agreement and Order citing the violations and providing that within 30 days of the effective date of the Consent Agreement and Order, Respondent must successfully complete the AQB-approved Certified Residential Real Property Appraiser National Uniform Examination for use in conjunction with the revised Criteria as of January 1, 2008; and in the event that Respondent does not successfully complete the examination, Respondent's Certified Residential Certificate #21357 be automatically suspended until Respondent successfully completes the examination; and offer Respondent in 2674 a Consent Agreement and Order citing the violations and providing that within 30 days of the effective date of the Consent Agreement and Order, Respondent must successfully complete the AQB-approved Certified Residential Real Property Appraiser National Uniform Examination for use in conjunction with the revised Criteria as of January 1, 2008; and in the event that Respondent does not successfully complete the examination, Respondent's Certified Residential Certificate #21553 be automatically suspended until Respondent successfully completes the examination. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2452/2457, Dana A. Miller.

Respondent appeared. Debbie Rudd moved that the Board approve Jane A. Ritzenthaler, Certified Residential Appraiser #21361, to act as Respondent's mentor under the 11/20/08 Findings of Fact, Conclusions of Law, and Order of Probation. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2821, Robert C. Gauer.

Respondent appeared. Staff summary was read. Debbie Rudd moved that the Board find Level II violations and offer Respondent a due diligence consent letter citing the violations and providing for disciplinary education. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2486, Kisten L. Stormo.

Respondent did not appear. Michael Marquess moved that because Respondent's 90-day grace period to renew had expired, the complaint be closed to be reopened and considered in the event Respondent reapplies. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2624, Shemika L. Hill.

Respondent appeared. Michael Marquess moved that the Board approve Grant A. Gay, Jr., Certified Residential Appraiser #20481, to act as Respondent's mentor under the 3/6/09 Consent Agreement and Order. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2688/2772, Dana H. Volmer.

Respondent did not appear. Staff summary was read concerning 2772. Debbie Rudd moved that because Respondent's 90-day grace period to renew had expired, the complaints be closed to be reopened and considered in the event Respondent reappears. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2567, Edward C. Jones.

Respondent did not appear. Debbie Rudd moved that the Board accept the late completion of the remedial education required by the 11/3/08 nondisciplinary letter of remedial action. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2713, Darrell R. Martin.

Respondent appeared, was sworn in, made statements to the Board and answered the Board's questions. Michael Marquess moved that the Board find Level II violations and issue Respondent a nondisciplinary letter of remedial action citing the violations and providing for remedial education. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2693/2694/2695/2696/2697/2698/2699/2700/2701/2702/2703/2704/2705/2606/2707, Douglas B. Clithero.

Respondent did not appear. Debbie Rudd moved that the matters be referred to formal hearing before the Office of Administrative Hearings (OAH). Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2829, David C. Dipeso.

Respondent appeared. Staff summary was read. Debbie Rudd moved that the matter be referred to investigation. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2810, Nathaniel A. Hastings.

Respondent and complainant appeared. Staff summary was read. Debbie Rudd moved that the Board find no violations and dismiss the complaint. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2813, Timothy R. Fortunato.

Respondent appeared. Staff summary was read. Debbie Rudd moved that the Board find Level II violations and offer Respondent a due diligence consent letter citing the violations and providing for disciplinary education. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2735, Calista J. Fiedler.

Respondent appeared, was sworn in, made statements to the Board and answered the Board's questions. Michael Marquess moved that the Board find Level III violations and offer Respondent a Consent Agreement and Order citing the violations and providing for probation, mentorship and disciplinary education. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2817, Vincent L. Echols.

Respondent appeared. Staff summary was read. Michael Marquess moved that the Board find no violations and dismiss the complaint. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2664, Derek Rodriguez.

Respondent appeared. Michael Marquess moved that the Board grant Respondent a 30-day extension to complete the remedial education required by the 10/14/08 nondisciplinary letter of remedial action; and in the event the education is not completed within the 30-day period, a complaint be opened against Respondent for noncompliance with the 10/14/08 nondisciplinary letter of remedial action.

Review and Action Concerning 2805, David N. Loomis.

Respondent appeared. Staff summary was read. Debbie Rudd moved that the Board find no violations and dismiss the complaint. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2815, Bruce D. Greenberg/2816, Breny Luna.

Respondents did not appear. Staff summaries were read. Victor Hartsfield moved that the complaints be closed for lack of jurisdiction. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2802, Glenn V. Smith.

Respondent appeared. Staff summary was read. Michael Marquess moved that the Board find no violations and dismiss the complaint. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2801, Julie D. Friess.

Respondent appeared. Michael Marquess recused himself. Staff summary was read. Debbie Rudd moved that the complaint be dismissed because Respondent did not prepare the appraisal. Victor Hartsfield seconded the motion. The Board voted 4-1 in favor of the motion. Myra Jefferson voted no. Myra Jefferson moved that the Board open a complaint against Glenn C. Johnson. Cynthia Henry seconded the motion. The Board voted 2-3 against the motion. Les Abrams, Michael Marquess and Debbie Rudd voted no.

Review and Action Concerning 2648, Julie D. Friess.

Respondent appeared. Michael Marquess recused himself. Debbie Rudd moved that because Respondent refused to sign the proposed nondisciplinary letter of remedial action, the matter be referred to formal hearing before the Office of Administrative Hearings (OAH). Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2782/2783, Michael T. Asher.

Respondent did not appear. Debbie Rudd moved that the matters be referred to formal hearing before the Office of Administrative Hearings (OAH). Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Informal Hearing Concerning 2792, Renee A. DeVries.

Respondent did not appear. Michael Marquess moved that the Board find Level III violations and offer Respondent a Consent Agreement and Order citing the violations and providing for probation, mentorship and disciplinary education. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2647/2776, Tune P. Redmond.

Respondent appeared. Debbie Rudd moved that the Board accept the investigative report in 2647. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that the Board invite Respondent to an informal hearing concerning the complaints and that 2776 be tabled until the informal hearing. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2812, Henry R. Wieczorek, Jr.

Respondent appeared. Staff summary was read. Debbie Rudd moved that the Board find Level III violations and offer Respondent a Consent Agreement and Order citing the violations and providing for probation, mentorship, examination and disciplinary education. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Christopher Munns, Assistant Attorney General, Solicitor General's Office, joined the meeting.

Issues Dealing With Formal Hearing Concerning 2545/2546/2547/2548, Thomas M. Kittelmann.

Respondent and his mentor in 2434 appeared. Jeanne Galvin, Assistant Attorney General, represented the State. Christopher Munns, Assistant Attorney General, Solicitor General's Office, advised the Board. Debbie Rudd moved that the Board accept the proposed Consent Agreement and Order citing Level V violations and providing for suspension; that the Consent Agreement and Order in 2434 providing for probation, mentorship and disciplinary education resume following the expiration of the suspension; and that the Board rescind its referral to formal hearing before the Office of Administrative Hearings (OAH). Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion. The Board noted that the files were under 12-month file review.

Issues Dealing With Formal Hearing Concerning 2502, Clare A. Williamson-Redding.

Respondent did not appear. Jeanne Galvin, Assistant Attorney General, represented the State. Christopher Munns, Assistant Attorney General, Solicitor General's Office, advised the Board. The Board noted that the hearing before the Office of Administrative Hearings (OAH) had been vacated based on settlement between the parties. Michael Marquess moved that the Board accept the proposed Consent Agreement and Order citing Level III Violations and providing for probation, mentorship and disciplinary education. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion. The Board noted that the file was under 12-month file review.

Issues Dealing With Formal Hearing Concerning 2578, Robyn K. Hardy.

Respondent did not appear. Jeanne Galvin, Assistant Attorney General, represented the State. Christopher Munns, Assistant Attorney General, Solicitor General's Office, advised the Board. Myra Jefferson moved that the Board accept the proposed Consent Agreement and Order citing Level IV violations and providing for suspension and education; and that the Board rescind its referral to formal hearing before the Office of Administrative Hearings (OAH). Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion. The Board noted that the file was under 12-month file review.

Christopher Munns left the meeting.

Review and Action Concerning Superior Court Case CV-06-4140 (03F-1782-BOA/03F-1784-BOA)/2492, Felicia M. Coplan.

Respondent did not appear. Jeanne Galvin updated the Board concerning the court proceedings concerning CV-06-4140 (03F-1782-BOA/03F-1784-BOA). The Board noted the 12-month file review concerning 2492.

Review and Action Concerning 2804, Larry W. Capps.

Respondent did not appear. Staff summary was read. Michael Marquess moved that because Respondent's 90-day grace period to renew had expired, the complaint be closed to be reopened and considered in the event Respondent reapplies. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2806/2807, Eric S. Gow.

Respondent did not appear. Staff summary was read. Cynthia Henry moved that 2806 be referred to investigation. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion. Debbie Rudd moved that 2807 be referred to investigation. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2808, Karl L. Guntermann.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Board find no violations and dismiss the complaint. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2809, Michael J. Bader.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Board find Level III violations and offer Respondent a Consent Agreement and Order citing the violations and providing for probation, mentorship and disciplinary education. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2814, Lyle C. Lavine.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Board find Level II violations and offer Respondent a due diligence consent letter citing the violations and providing for disciplinary education. Victor Hartsfield seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2818, Leif G. Stormo.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Board find no violations and dismiss the complaint. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2819, Brian A. Friedman.

Respondent did not appear. Staff summary was read. Debbie Rudd moved that the Board find no violations and dismiss the complaint. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2820, Arthur K. Softley.

Respondent did not appear. Staff summary was read. Michael Marquess moved that the Board find no violations and dismiss the complaint. Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2823, Property Tax Services.

Respondent did not appear. Staff summary was read. Les Abrams moved that Board offer Roger P. Hawn, Registered Property Tax Agent # 910014, a Consent Agreement and Order providing for a six-month suspension; and Mr. Hawn will not agree, that the matter be referred to formal hearing before the Office of Administrative Hearings (OAH). Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion.

Review and Action Concerning 2439/2520/2523, William A. Buehl.

Respondent did not appear. The Board noted that the files were under 12-month file review.

Review and Action Concerning 2481, Daniel W. Mahoney.

Respondent did not appear. The Board noted that the file was under 12-month file review.

Review and Action Concerning 2487, Nathan G. Morris.

Respondent did not appear. The Board noted that the file was under 12-month file review.

Review and Action Concerning 2541, John T. Martell.

The Board noted that the file was under 12-month file review.

Review and Action Concerning 2542/2543/2544, Rodney L. Martensen.

The Board noted that the files were under 12-month file review.

Review and Action Concerning 2565, Paul R. Fortier.

The Board noted that the file was under 12-month file review.

Review and Action Concerning 2586, Mark L. Andrews.

The Board noted that the file was under 12-month file review.

BOARD CHAIRPERSON REPORT

Les Abrams announced his Committee assignments.

APPLICATION REVIEW

Review and Action Concerning Certified Residential Appraiser Application #7661, Brian D. Frank.

Applicant appeared and was represented by Douglas G. Martin, Esq. Cynthia Henry moved that the Board go into Executive Session for legal advice. Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion. Upon return from Executive Session, Michael Marquess moved that the Board deny applicant's request for an administrative waiver of Board rules as they relate to certification requirements and deny applicant's request that the Board find applicant in substantial compliance with the certification requirements. Debbie Rudd seconded the motion. The Board voted unanimously in favor of the motion upon the following roll call vote: Les Abrams—yes; Victor Hartsfield—yes; James Heaslet—yes; Cynthia Henry—yes; Myra Jefferson—yes; Michael Marquess—yes; Debbie Rudd—yes.

EXECUTIVE DIRECTOR REPORT

Debb Pearson reported on the status of the Assistant Attorney General's assignments; advised the complaint answer dates that had been extended by staff; and reported the following complaint statistics as of 4/30/09 for calendar years 2007, 2008, and 2009:

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2008</u>	<u>2009</u>
Complaints received by Board	243	225	64		
Complaints heard by Board*				852	240
<u>OF THOSE COMPLAINTS:</u>					
Complaints dismissed	91	69	8	77	19
Complaints referred to investigation	94	69	10	76	18
Complaints resolved with nondisciplinary letter of concern	16	17	0	16	3
Complaints resolved with nondisciplinary letter of remedial action	19	30	1	28	10
Complaints resolved with disciplinary letter of due diligence	13	14	1	13	8
Complaints resolved with probation	68	19	2	66	20
Complaints referred to informal hearing	83	38	3	55	30
Complaints referred to formal hearing	52	5	1	53	10
Complaints resolved with suspension	11	1	0	31	2
Complaints resolved with surrender	5	5	0	6	3
Complaints resolved with revocation	8	0	0	2	9
Complaints resolved with cease and desist letters	6	1	1	4	2
<u>Violation Levels:</u>					
I	21	20	0	20	3
II	31	41	2	40	17
III	70	19	2	55	19
IV	9	1	0	5	1
V	12	3	0	27	7

Additional Information:

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Jurisdiction Expired & Complaints Closed	20	12	11	8
Denials of New Applications	7	7	5	1
Denials of Renewal Applications	4	1	0	0

*Complaints may appear on a Board agenda and be heard in more than one month in a calendar year.

reported on the 4/4-4/6/09 annual Spring Conference of the Association of Appraiser Regulatory Officials (AARO) held in New Orleans, Louisiana; the 4/7/09 Governor's Regulatory Review Council's approval of the Board's Five-Year Review Report concerning the Board's rules; and the 5/20/09 Arizona Mortgage Fraud Task Force Meeting.

APPLICATION REVIEW COMMITTEE REPORT

Debbie Rudd reported the following Arizona appraiser and property tax agent information as of May 14, 2009:

	<u>5/07</u>	<u>5/08</u>	<u>5/09</u>
Licensed Residential	1126	1021	791
Certified Residential	1003	1184	1225
Certified General	791	823	819
Nonresident Temporary	37	37	45
Property Tax Agents	283	280	316
	<i>Total 2953</i>	<i>Total 3065</i>	<i>Total 2880</i>

Debbie Rudd moved that the Board open complaint 2856 against Thomas A. Raynak, Certified General Appraiser #30413 alleging violations of A.A.C. R4-46-201(D). Cynthia Henry seconded the motion. The Board voted unanimously in favor of the motion. Michael Marquess moved that the Board eliminate its "Common Violations to be Avoided" and that the appraiser applications be revised accordingly. Debbie Rudd seconded the motion. The Board voted unanimously. Michael Marquess moved that the Board accept the Committee's recommendations (see attached). Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

APPRAISAL TESTING AND EDUCATION COMMITTEE REPORT

Debbie Rudd moved that the Board accept the Committee's recommendations (see attached). Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

NEW BUSINESS

Discussion and Action Concerning 3/15/09 Findings Adopted by the State of Illinois Appraisal Licensing Board.

The Board took no action.

Discussion and Action Concerning H.B. 152, Appraisal Management Company Regulation, Adopted by the Utah Legislature; H.B. 1694, Appraisal Management Company Registration, Adopted by the Arkansas Legislature; and H.B. 716, Regulation of Appraisal Management Companies, Being Considered by the North Carolina Legislature.

The Board took no action.

Discussion and Action Concerning Solicitation for a "Comp Check" from EAS Valuation.

Debbie Rudd moved that staff write EAS Valuation concerning "Comp Checks". Michael Marquess seconded the motion. The Board voted unanimously in favor of the motion.

Discussion and Action Concerning Solicitation for a "Value Check" from Adrian Cirjan, Certified Residential Appraiser #21668.

Michael Marquess moved that staff write Adrian Cirjan concerning "Value Checks". Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Discussion and Action Concerning the First 2009 AQB Exposure Draft of an Interpretation and a Guide Note applying to the Real Property Appraiser Qualification Criteria.

The Board took no action.

Discussion and Action Concerning Legal Guidance for the Opening of Complaints to Comply with Board Statutes and Rules.

The Board requested Jeanne Galvin, Assistant Attorney General, to research the matter.

Discussion and Action Concerning Request for Board to Reconsider its Statutory Nonresident Requirement for Reciprocal Agreements.

Debbie Rudd moved that the Board approve the draft response and not pursue a legislative change. Myra Jefferson seconded the motion. The Board voted unanimously in favor of the motion.

Discussion and Action Concerning Substantive Policy Statement #5, Guidelines for Evaluating Experience from a Licensed or a Certified Residential Appraiser Working Toward a New Classification.

The Board tabled the matter until after the Governor's Rulemaking Moratorium was lifted.

CONFIRMATION OF MEETING DATES, TIMES, LOCATIONS AND PURPOSES

The upcoming Committee and Board meetings were confirmed as follows:

<u>June</u>		
18	Application Review Committee	7:30 a.m.
18	Testing and Education Committee	8:00 a.m.
18	Board	10:00 a.m.

Until further notice, all future monthly Application Review Committee meetings are to be scheduled at 7:30 a.m. the same day as the monthly Board meeting; all future monthly Testing and Education Committee meetings are to be scheduled at 8:00 a.m. the same day as the monthly Board meeting; and all future monthly Board meetings are to be scheduled at 10:00 a.m.

ADJOURNMENT

The meeting was adjourned.

Lester G. Abrams, Chairperson

**RECOMMENDATIONS
COMMITTEE ON APPLICATION REVIEW**

To: Board of Appraisal

From: Application Review Committee

Date: June 18, 2009

Re: June 18, 2009 Recommendations

I. Report on number of Arizona Appraisers and Property Tax Agents:

	<u>6/07</u>		<u>6/08</u>		<u>6/09</u>	
Licensed Residential	1143		992		774	
Certified Residential	1010		1177		1223	
Certified General	793		822		821	
Nonresident Temporary	31	Total 2977	39	Total 3030	42	Total 2860
Property Tax Agents	261		287		323	

II. As a result of its **June 18, 2009 meeting the Application Review Committee makes the following recommendations:**

A. To elect Michael Marquess as Committee chairperson

B. To approve the following applications as substantively complete:

1. Renewal applications:

11816 Kevin J. Fitzpatrick

2. Licensed Residential by exam unless noted otherwise:

7684 Donna M. Hernandez

3. Certified Residential by exam unless noted otherwise:

7631 Pamela N. Plew
7645 Sheri I. Farrell
7682 Joseph P. Campbell
7688 Jason R. Axtell

C. To approve the following applications as substantively complete and confirm the issuance of the following license/certification:

1. Reciprocity

12033 LaZanne M. Martinez
22057 William T. Secrest
22059 Ronald L. McFadden II

2. Nonresident Temporary

TP41145 Jon D. Cruse
TP41146 Jon D. Cruse

D. To disapprove the following applications as substantively incomplete and hold until substantively complete:

7683 Debra C. Hume (Debra Rudd recused)
7691 Steven P. Runyan (by reciprocity)
7695 Jay F. Booth (by reciprocity)
7696 Darrin W. Liddell (by reciprocity)

III. Applications Pending - Substantively Incomplete:

7555 Glen A. Gray, Jr.
7587 Keith T. Kavula (by reciprocity)
7648 Wade E. Graves (by reciprocity)
7678 William M. Sanders (by reciprocity)
7686 Brian J. Curry (by reciprocity)
TP41138 Martha G. Reid

Notification of applicants with substantively incomplete applications who have not responded to the Committee's request for additional information. Pursuant to R4-46-202(D) applicants have up to a year to meet all requirements for license/certificate or applicant's file is to be closed by the Board and applicant shall reapply.

RECOMMENDATIONS

COMMITTEE ON APPRAISAL TESTING AND EDUCATION

TO: Board of Appraisal

FROM: Committee on Appraisal Testing and Education

DATE: June 18, 2009

RE: June 18, 2009 Recommendations

As a result of its June 18, 2009 meeting the Committee on Appraisal Testing and Education makes the following recommendations:

- I. To elect Debra Rudd as Committee chairperson
- II. Action regarding proposed approval of qualifying education courses:
 - A. Previously approved by the Board:
 - 1. Submitted by Appraisal Institute
 - a. **Real Estate Finance, Statistics and Valuation Modeling**, #ABA 1004-381-08 15 hours
John Urubek
Recommend approval
 - b. **Residential Sales Comparison and Income Approaches**, #ABA 0905-474-06 30 hours
Mark Rattermann
Recommend approval
 - c. **Residential Site Valuation and Cost Approach**, #ABA 0905-475-05 15 hours
John Urubek
Recommend approval
 - d. **Online Residential Market Analysis and Highest & Best Use**, #ABA D0907-687-04
Distance Education 15 hours
SaraSchwarzentraub
Recommend approval
 - e. **General Appraiser Site Valuation & Cost Approach**, #ABA0608-788-12 30 hours
Harry Holzhauert, Maureen Mastroeini
Recommend approval
 - f. **Online Apartment Appraisal-Concepts & Applications**, #ABA D0608-789-10
Distance Education 16 hours
Kenneth Foltz
Recommend approval

2. Submitted by Arizona School of Real Estate & Business
 - a. **AP-01 Basic Appraisal Principles**, #ABA 0906-569-01 30 hours
Tracey Captain, Earl Cass, Gasper Crimando, Neil Dauler-Phinney, Thomas Denny, Richard Fasano, Jacques Fournier, Bill Gray, Thomas Heineman, Kathleen Holmes, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Jim Miller, Don Miner, Roy Morris, Thomas Morrison, Becky Ryan, Ron Schilling, Daniel D. Smith, Rick Turkian, Gerard Vick, David Ziegler
Recommend approval
 - b. **AP-02 Basic Appraisal Procedures**, #ABA 0906-570-02 30 hours
Tracey Captain, Earl Cass, Gasper Crimando, Neil Dauler-Phinney, Thomas Denny, Richard Fasano, Jacques Fournier, Bill Gray, Thomas Heineman, Kathleen Holmes, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Jim Miller, Don Miner, Roy Morris, Thomas Morrison, Becky Ryan, Ron Schilling, Daniel D. Smith, Rick Turkian, Gerard Vick, David Ziegler
Recommend approval
 - c. **AP-07 Residential Report Writing**, #ABA 0906-571-07 15 hours
Tracey Captain, Earl Cass, Gasper Crimando, Neil Dauler-Phinney, Thomas Denny, Richard Fasano, Jacques Fournier, Bill Gray, Thomas Heineman, Kathleen Holmes, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Jim Miller, Don Miner, Roy Morris, Thomas Morrison, Becky Ryan, Ron Schilling, Daniel D. Smith, Rick Turkian, Gerard Vick, David Ziegler
Recommend approval
 3. Submitted by Best School of Real Estate & Appraisal
 - a. **License Preparation Course** (Includes 15 hours of 2008-2009 National USPAP) #ABA 0102-106-01-02-03-06-07 150 hours
Daniel D. Smith, Roy Morris III (2008-2009 USPAP), Stuart Bernstein, Dawn Sicher
Recommend approval
 4. Submitted by McKissock LP
 - a. **Residential Report Writing & Case Studies**, #ABA D0706-550-07 Distance Education 15 hours
Ken Guilfoyle
Recommend approval
 - b. **Appraisal Subject Matter Electives**, #ABA D0907-691-10 Distance Education 20 hours
Alan Simmons
Recommend approval
- B. Not previously approved by the Board:**
1. Submitted by Arizona International University
 - a. **Residential Report Writing and Case Studies**, 15 hours
James Amoako, Oleg Gradov
Recommend approval

III. Action regarding proposed approval of **continuing education courses**:

A. Previously approved by the Board:

1. Submitted by Appraisal Institute
 - a. **Appraising Manufactured Housing**, #ABA 1203-320 7 hours
Richard Heyn
Recommend approval
 - b. **Online Business Practices and Ethics**, #ABA D0705-453 Distance Education 5 hours
J. Carl Schultz
Recommend approval
 - c. **Online Apartment Appraisal: Concepts and Applications**, #ABA D0705-447 Distance Education 15 hours
Kenneth Foltz
Recommend approval
 - d. **Online Appraising Manufactured Housing**, #ABA D1005-481 Distance Education 7 hours
Richard Heyn
Recommend approval
 - e. **Uniform Appraisal Standards for Federal Land Acquisitions**, #ABA 1005-483 16 hours
Vincent Dowling
Recommend approval
 - f. **Quality Assurance in Residential Appraisals**, #ABA 0806-564 7 hours
Mark Rattermann
Recommend approval
 - g. **Online Marshall & Swift Commercial Cost Training**, #ABA D0607-658 Distance Education 7 hours
Kern Slueter
Recommend approval
 - h. **Online GIS: The Novice Case Study**, #ABA D0807-679 Distance Education 7 hours
Christopher Miner
Recommend approval
 - i. **Valuation of Conservation Easements**, #ABA 0807-680 33 hours
Frank Harrison
Recommend approval
 - j. **Appraising Historic Preservation Easements**, #ABA 0608-790 18 hours
Richard Roddewig
Recommend approval
 - k. **Business Practices & Ethics**, #ABA 0608-791 5 hours
Stephanie Coleman
Recommend approval
 - l. **Online Marshall & Swift Residential Cost Training**, #ABA D0608-792 Distance Education 10 hours
Edward Molinari
Recommend approval

- m. **Appraisal Curriculum Overview (General), #ABA 0708-801** 15 hours
Joseph Magdziarz, Richard Parli
Recommend approval
- n. **Appraisal Curriculum Overview (Residential), #ABA 0708-802** 8 hours
Joseph Magdziarz, Richard Parli
Recommend approval
- o. **Introduction to FHA Appraising, #ABA 0708-803** 7 hours
Craig Harrington
Recommend approval
- 2. Submitted by Arizona School of Real Estate & Business
 - a. **C4672 FHA Appraisal Requirements, #ABA 0701-249** 3 hours
Tracey Captain, Earl Cass, Gasper Crimando, Neil Dauler-Phinney, Richard Fasano, Jacques Fournier, Bill Gray, Thomas Heineman, Kathleen Holmes, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Don Miner, Roy Morris, Thomas Morrison, Sherry Olsen, David Rider, Becky Ryan, Ron Schilling, Dan P. Smith, Daniel D. Smith, Don Spongberg, Gerard Vick, Fletcher Wilcox, Jeff Young, David Ziegler
Recommend approval
 - b. **C7392 Real Estate Market Update, #ABA 0806-555** 3 hours
James Adams, Earl Cass, Joseph Chandler, Anthony Cox, Neil Dauler-Phinney, Michael Denious, Bill Dowdy, John Faramelli, Bill Gray, Charles Green, Randy Helfman, Kathleen Holmes, Robert Kaczmarek, Kim Kobriger, David Maza, Greg McGill, James Miller, Don Miner, Mike Phalen, David Rider, Becky Ryan, Dominic Scappaticci, Barry Seip, Daniel D. Smith, Donald Staley, Stan Strom, Dave Tornell, Rick Turkian, Gerard Vick, John Wenner, Fletcher Wilcox, Dave Wood, Jeff Young, David Ziegler
Recommend approval
 - c. **C4217 Business Valuation Approaches & Methods, #ABA 0806-556** 3 hours
Tracey Captain, Earl Cass, Neil Dauler-Phinney, Richard Fasano, Jacques Fournier, Bill Gray, Alan Hayden, Robert Kaczmarek, Kim Kobriger, Gretchen Koralewski, Jim Miller, Don Miner, Thomas Morrison, Becky Ryan, Ron Schilling, Janice Staropoli, Diane Thomas, Rick Turkian, Gerard Vick, Jeff Young
Recommend approval
 - d. **C7524 Commercial Leasing Issues, #ABA 0806-561** 3 hours
Earl Cass, Joseph Chandler, Neil Dauler-Phinney, Michael Denious, Susan Dunst, Lee Farris, Bill Gray, Charles King, Dan Kloberdanz, Kim Kobriger, William Kozub, Greg McGill, Don Miner, Jeff Pitcher, Kevin Rude, Becky Ryan, Elizabeth Servatius, Donald Staley, Tom Stoops, Richard Turkian, Craig Yelverton, Jeff Young
Recommend approval
- 3. Submitted by The Columbia Institute
 - a. **Residential Report Writing and Case Studies, No. 929, #ABA D0607-668** 14 hours
George Harrison, Robert Hetrick
Recommend approval
 - b. **URAR Form Review, No. 922, #ABA D0607-669** 7 hours
George Harrison, Robert Hetrick
Recommend approval

4. Submitted by McKissock LP
 - a. **Disclosures & Disclaimers**, #ABA D0605-437 Distance Education 5 hours
Ken Guilfoyle
Recommend approval
 - b. **Fair Housing**, #ABA D0605-439 Distance Education 4 hours
Alan Simmons
Recommend approval
 - c. **Income Capitalization**, #ABA D0605-442 Distance Education 7 hours
Alan Simmons
Recommend approval
 - d. **Made in America-Appraising Factory Built Housing**, #ABA D0605-443 Distance Education 7 hours
Alan Simmons
Recommend approval
 - e. **Relocation Appraising Is Different**, #ABA 0605-445 7 hours
Tracy Martin, Ken Guilfoyle
Recommend approval
 - f. **Appraising Historic Homes**, #ABA D0606-544 Distance Education 4 hours
Richard McKissock
Recommend approval
 - g. **2-4 Family Finesse**, #ABA D0706-551 Distance Education 7 hours
Alan Simmons
Recommend approval
 - h. **Appraising FHA Today**, #ABA D0806-566 Distance Education 7 hours
Chuck Fisher
Recommend approval
 - i. **Technology for Today's Appraiser**, #ABA D0806-568 Distance Education 5 hours
Richard McKissock
Recommend approval
 - j. **Appraisal Trends**, #ABA D0906-582 Distance Education 7 hours
Alan Simmons
Recommend approval
 - k. **Art of Residential Appraisal Review**, #ABA D0906-583 Distance Education 7 hours
*Alan Simmons
Recommend approval
 - l. **Relocation Appraisal is Different**, #ABA D0906-584 Distance Education 7 hours
Alan Simmons
Recommend approval
 - m. **Private Appraisal Assignments**, #ABA D0807-685 Distance Education 7 hours
Chuck Fisher
Recommend approval
 - n. **The Art of Addenda**, #ABA D0608-798 Distance Education 4 hours
Richard McKissock
Recommend approval
 - o. **Environmental Issues for Appraisers**, #ABA D0608-799 Distance Education 5 hours
Ken Guilfoyle
Recommend approval

B. Not previously approved by the Board:

1. Submitted by International Right of Way Association
 - a. **Course 104 - Standards of Practice for the Right of Way Professional**, 7 hours
Beverly Francy, Joachim Pestinger
Recommend approval
 - b. **Course 800 - Principles of Real Estate Law**, 7 hours
Beverly Francy, Joachim Pestinger
Recommend approval
 - c. **Course 802 - Legal Aspects of Easements**, 7 hours
Beverly Francy
Recommend approval
 - d. **Course 803 - Eminent Law Basics**, 15 hours
Daniel Beardsley
Recommend approval

IV. Action regarding proposed approval of continuing education credit:

1. Submitted by Art Softley Real Estate
 - a. Arthur Softley
 - (1) **FHA Protocol Appraisal Update, Course #09-001, #ABA 0309-843** 6 hours
Recommend approval